

FAMILY CHILD CARE HOME – PRE-LICENSING READINESS GUIDE

FACILITY NAME	FACILITY NUMBER	DATE
ADDRESS		EVALUATOR
SPOKE WITH:		TELEPHONE #
CALL BACK DATE:	SCHEDULED PRE-LICENSING VISIT DATE:	

This guide is used to assess the Family Child Care Home (FCCH) applicant's readiness for the pre-licensing visit. It may be necessary to provide technical assistance to the applicant while going through this guide. If it is determined the applicant is ready, schedule the pre-licensing visit. If the applicant is not ready, request a date by which the applicant will be ready (preferably within 30 days.)

THE FOLLOWING ITEMS ARE REQUIRED BY REGULATION

	All adults living in the home and assistant and/or substitute care providers have submitted fingerprints and child abuse index check forms to Department of Justice.
	Home is neat and clean.
	All fireplaces, woodstoves, and/or heaters are screened to prevent access by children.
	Home has a fully charged fire extinguisher which is at least a 2A:10BC.
	Home has a working smoke alarm.
	Home has a working telephone.
	All poisons are locked.
	Hazardous materials are kept out of the reach of children (inaccessible):
	<input type="checkbox"/> Kitchen: all sharp utensils and cutlery, cleaning supplies, medicines, drawers and cabinets with liquor, plastic bags, and sharp things or small things children can swallow, etc.
	<input type="checkbox"/> Bathroom: shampoo, mouthwash, toothpaste, medicines, perfumes/lotions/cosmetics, solvents, etc.
	<input type="checkbox"/> Garage and Outdoors: solvents, gasoline, oil, turpentine, paint, sharp tools, lawnmower, gardening tools, poisonous plants, abandoned machinery, old refrigerators/freezers, old vehicles, etc.
	All firearms and any other weapons are not loaded and are locked up. Ammunition is stored and locked away separately from firearms.
	Outdoor play area is free from defects or dangerous conditions. Play equipment is securely anchored according to manufacturer directions.
	Outdoor play area is fenced.
	-or-
	Outdoor play area is not fenced and the plan for supervision is:
	If caring for children under 5 years old, home has a gate(s) blocking the stairs.

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	Home does not have a swimming pool or any other bodies of water. -or-
	Home <u>does</u> have a swimming pool, spa, hot tub, fishpond, or any other similar bodies of water _____, and it/they are covered or fenced. The fence is at least 5 feet high with a self-latching gate that opens away from the pool or body of water. If using a cover, it must support the weight of an adult and shall be locked when pool is not in use.
	Toys and playthings are safe, clean, and appropriate for the age of the children.
	Babywalkers, bouncers, jumpers, and similar items will not be used for children in care and are kept inaccessible.
	A copy of the deed or property tax statement, or if renting or leasing, a copy of the lease or rental agreement is available at the home.

THE FOLLOWING ITEMS MAY NOT BE SPECIFIED IN REGULATION, HOWEVER, MAY PRESENT A HEALTH AND SAFETY HAZARD.

	Covers are placed in all unused electrical outlets if they are where children can reach them.
	Throw rugs are backed with a nonskid material.
	Hot water temperature is kept between 105 and 120 degrees. Any hotter can cause serious burns.
	Rooms that are “off limits” to children are made inaccessible.
	Decals, stickers, or similar devices are placed on sliding glass doors near the children’s eye level.
	Sandbox is covered when not in use.
	Emergency telephone numbers, including poison control, are kept close to the telephone.
	Long cords from window coverings are kept out of the reach of children.
	Banisters or guide rails are attached to outdoor steps for safety.
	Plan for keeping children safe if there are animals in the home:

NOTES: